

## **MINUTES OF THE BEAVERTON SISTER CITIES ADVISORY BOARD**

**May, 2012**

**PRESENT:** Board members: Brian Bost, Jason Dempsey, Jeffrey Ressler, Jordan Wittren, Karen Yeong, Kellie Stellingwerf, Megan Kirkpatrick, Michael Kalkofen, Penny Hanson, Rahmiel Mitchell, Stan Tellin, Ted Chung

BSC Program Coordinator: Cynthia Rozanc , Senior Program Manager: Jayne Scott, and Board Liaison: Ian King, City Councilor

**ABSENT:** Linda Wilson

**MEETING CALLED TO ORDER:** The meeting was called to order at 5:30 pm.

**MINUTES:** minutes of the April meeting were approved with no changes

**PRESENTATION:** Tyler Ryerson, City of Beaverton - CEDD presented the plan for available space at The Round for the proposed Sister Cities garden. The city plans on issuing an RFP for the design of the garden by early June. The area is now in the wall area of the amphitheatre rather than lot 5 in the south plaza. Michael and Stan are both interested in participating on the design committee.

**INTERNATIONAL TASK FORCE:** Kathy Kniep, a consultant from the Non-Profit Association of Oregon, attended the Board meeting in regards to the Beaverton International Coalition (BIC). Kathy has been working with the Task Force over the past several months to help facilitate the efforts for Sister Cities to be part of the Beaverton Arts Foundation. In addition the following participants from the Task Force also attended the meeting: Meies Matz, David Matz, Stephanie Somanchi, Connie Terwilliger. Kathy clarified that the new entity will be raising funds for new activities for Sister Cities vs. raising funds for existing programs. The idea is that the Beaverton International Coalition (BIC) will be able to raise funds successfully based on the history of the Sister Cities.

**Process suggestions:**

-It is proposed that a representative from BIC attend Sister Cities meetings as well as a Sister Cities representative will attend BIC meetings. In addition, the staff liaison from Sister Cities would attend the BIC meetings.

-Assuming the partnership with the Beaverton Arts Foundation is approved, it was proposed that an initial meet and greet would be scheduled as well as meetings on an as-needed basis.

-Utilize online collaboration to keep the communication going between the two groups.

-Suggested to have a joint annual meeting to set goals for the year. The liaisons would be responsible to keep each group up-to-speed.

-Subcommittees would work together with dual participation as well as community members.

-Sister Cities could present a proposal of ideas in the Fall for what they would like BIC to raise money for.

-It was proposed that a joint subcommittee be formed to fine tune the proposal to the Beaverton Arts Foundation in time for their meeting June 6<sup>th</sup>.

**-It was proposed that at least two representatives from each group be at the City Council meeting to present the final plan.**

**A subcommittee will be formed to review the proposal Sat. June 2<sup>nd</sup> at 3:00 at Cedar Hills McMennamins. Brian, Megan and Penny have volunteered to be on that committee from the Sister Cities Board. David Matz will attend on behalf of the Task Force.**

**INTERNATIONAL CELEBRATION: Cynthia mentioned she has submitted an application for how Sister Cities will participate with a booth.**

**BUDGET: The budget is still in process.**

**GOTEMBA UPDATE: There will be 13 people participating in the Gotemba 25<sup>th</sup> Anniversary exchange in Gotemba. Gift – Cynthia is reaching out to a local photographer that photographs around City Hall and Beaverton that could be framed and given to them. She is also going to check with Nike to see if they would be willing to donate something.**

**INTERNS: Two high school students have approached Cynthia about working with the Sister Cities on an intern basis. Jordan motioned to have an intern do a study about how well our Sister Cities line up with the demographics in Beaverton and what recommendations they would make to improve our reflection of the community. Stan seconded the motion. Cynthia will approach the intern to implement this project.**

**ELEMENTARY INTERNATIONAL NIGHT. Penny reported on the Elementary International night at McKinley School. They had 12 different countries represented included the money, and different artifacts from the various countries. Penny suggested this could be a good format for our booth at the International Celebration.**

**OUTSTANDING BUSINESS ADJOURNMENT: Jason motioned to adjourn the meeting, Jeffrey seconded the motion. Meeting was adjourned at 7:45 pm.**

**MINUTES TAKEN BY: Megan Kirkpatrick**